



## Organic System Plan Update – Retailer & Restaurant

BUSINESS NAME:		
WSDA ORGANIC CERTIFICATION NUMBER:	COUNTY WHERE BUSINESS IS LOCATED:	STATE WHERE BUSINESS IS LOCATED:

**RENEWAL APPLICATIONS MUST BE POSTMARKED BY MARCH 1.**

### SECTION A. GENERAL INFORMATION

1. Are you currently certified by an agency other than WSDA Organic Food Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1a. If "Yes," please list the name of the agency and the first year certified by that agency:	
2. Did you receive a "Notice of Noncompliance" or a "Notice of Proposed Suspension" during the past year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2a. If "Yes," please provide information about the non-compliance below:	
Non-compliance	Corrective Action
<i>Example: Records unavailable during inspection</i>	<i>Submitted plan to maintain complete records and sent copies of records.</i>

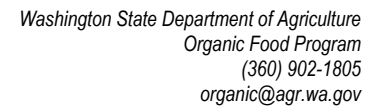
### SECTION B. ORGANIC SYSTEM PLAN UPDATE [NOP 205.401]

The National Organic Program (NOP) requires all operations seeking certification to develop an Organic System Plan that details how organic products are handled or processed and is agreed to by the certified operation and an accredited certifying agent. A certified operation must update this plan on an annual basis in order to verify continued compliance with National Organic Standards.

Last year, your operation filled out a full Organic System Plan and Product Summary. This year, our office only requires an update to the information that was previously submitted. Please refer to the full Organic System Plan and Product Summary submitted last year when completing this form.

If there are NO CHANGES from the Organic System Plan you submitted last year in the categories below, place an "X" in the box next to the category. If you ARE planning changes to your Organic System Plan in the categories below, do not place an "X" in the box next to the category and describe the changes on page two of this form.

<input type="checkbox"/> A. Company Overview – Chain of Custody	<input type="checkbox"/> H. Outgoing Organic Product Procedures
<input type="checkbox"/> B. Receiving – Incoming Organic Product or Ingredient Procedures	<input type="checkbox"/> I. Pest Management Practices
<input type="checkbox"/> C. Cleaning, Sanitation, Purge Procedures	<input type="checkbox"/> J. Quality Assurance Program



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[illegible]



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### SECTION C. INPUTS AND MATERIAL INFORMATION [205.105 AND 205.201]

In the sections below, please provide information regarding the handling or processing materials you plan to use during the next year.  
*Attach additional sheets if necessary.*

**NOTE:** Different from Section B. of this update, rather than identifying only the differences in material usage from the plan submitted last year, you must provide a complete list of all the materials that will or that might be used with or on organic products or ingredients.

#### CLEANING, SANITATION [NOP 205.105, 205.270, 205.272]

Please list all cleaning and/or sanitation materials used **on food contact equipment and food contact surfaces**. ☐ None Used  
Please indicate which cleansers/sanitizers will be used *prior* to handling or processing of organic food products.

*Attach a separate sheet of paper if necessary.*

Cleansers/Sanitizers Used	Where is the material used (on what food contact equipment or surface)?	Used Prior to Organic Handling?	Frequency of Use	Check if cleaning is documented

Is the use of the above cleansers or sanitizers followed by a potable water rinse? ☐ Yes ☐ No

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**THE NOP REQUIRES A SYSTEM PLAN UPDATE EACH YEAR. PLEASE KEEP A COPY OF THIS SYSTEM PLAN AS A REFERENCE FOR UPDATING YOUR PLAN IN THE FUTURE.**